**VERSION NOTES**
**Release 18.8 – April 14, 2010**

## REFERRAL:

**Referral Screen**
**Path: Workload/Referral:**

- **Cell Phone** and **Fax Number** fields – new fields in the Household Information grouping and Caller Information grouping.

**Client Demographics Screen**
**Path: Workload/Referral/Demo:**

- **Cell Phone** and **Fax Number** fields – new fields in the Client Information Phone grouping.

**Referral Acceptance Screen**
**Path: Workload/Referral/Referral Acceptance:**

- **Screen-Out Reason** – new selection of '**Out-of-State Report'**.

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## INVESTIGATION:

**Client General Information Screen**
**Path: Workload/Investigation/Client:**

- **Email Address** – new field to enter the client's email address.

**Interview Screens**
**Path: Workload/Investigation/Interview (Victim, Sibling, O/P or Collateral):**

- **Type of Contact** – two new selections:
  - **Deceased**
  - **Face-to-Face (Law Enforcement Office)**

**Alleged Victim's Interview Screen**
**Path: Workload/Investigation/Interview/Victim:**

- **Child Interviewed/Observed Outside Presence of Alleged Offender** – a new mandatory field with 'Yes' and 'No' radio buttons for each victim's type of contact interview.

**Findings Screen**
**Path:Workload/Investigation/Findings:**

- **Children Interviewed Outside the Presence of Offender** checkbox – removed from this screen.
- **Overall Finding** – the computer generated Overall Finding default on 'Unable to Locate' and 'Unsubstantiated' Individual Findings selections

within an investigation was changed from ‘Unable to Locate’ to the correct ‘Unsubstantiated’.

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## CASE:

**Removal Screen**
**Path: Workload/(Case)/Removal:**

- **Assigned Investigation Priority Level Response** – new field with a ‘One’ and ‘Two’ radio buttons to indicate the priority level of the child maltreatment allegation resulting in the child coming into foster care. The Help Field Definition (Shift + F1 keys) provides a listing of all child maltreatment allegations and assigned priority levels.

**Select Contact**
**Path: Workload/Case/Services/Contacts**

- A new **View All Contacts** checkbox as added at the top of the Select Contact response window. When this screen opens up, the default is to show All Contacts for the Case (View All Contacts checkbox is checked). This checkbox is locked initially.
- When filter criteria is selected on the 'Filter Criteria for Contacts' response window (Filter button) and OK is selected, it will show all records with the filter criteria results.
- A 'Filter Criteria' title and the filter criteria that was selected last will be displayed next to the View All Contacts checkbox.
- When Contacts is clicked again, it shows the records from the last Filter criteria.
- The last filter criteria will remain on the Select Contact screen until one of the following actions happen:
  - A new Contact is entered
  - New Filter Criteria is selected
  - The user is no longer within the specific Case
  - The user checks the **View All Contacts** checkbox
- The **View All Contacts** checkbox will be accessible for the user to select when there is Filter Criteria selected.
- If Filter Criteria is selected that has no results, then the **Show** button will not be accessible for selection.

- **Supervisor Reviewed Contact** checkbox – there are two new fields to capture who checked the checkbox and when:
  - **Supervisor Reviewed** – computer generated field
  - **Supervisor Reviewed Date** – computer generated field

**Client General Information**
**Path:**

- **<u>Workload/Referral-Investigation/Investigate/Client/Gen. Info./Client - Information/Race-Ethnicity-Living Arrangement sub tab/Ethnicity field OR</u>**
- **<u>Workload/Case/Client/Gen. Info./Client Information/Race-Ethnicity-Living Arrangement sub tab/Ethnicity field OR</u>**
- **<u>Provider/Directory/Members/Household Information/Ethnicity field</u>**
  - **'Client Refused to Provide Ethnicity'** – was added as a new picklist value in the Ethnicity field. This is needed to help capture NYTD Element #13 value of 'Declined' for future NYTD information that will be submitted to the feds.
  - **Email Address** – new field to enter the client's email address.

**<u>Client Education Screen</u>**
**<u>Path: Workload/Case/Client/Gen. Info./Education tab AND Workload/Referral-Investigation/Investigate/Client/Gen. Info./Education tab</u>**
The following changes were made on the Client Education screen:

- New system generated fields **'Last Updated By' and Position** with **'Last Updated Date'** were added to capture who entered/updated data
- New checkbox **'Youth Advisory Board Member'** was added to help designate those youth on the State level Youth Advisory Board
- New text fields were added under School Name:
  - **Foster Care Liaison**
  - **Name of Last School Attended**
- New fields were added under Education:
  - **ACT Test Score** – maximum value allowed will be 36
  - **ACT Test Date**
  - **Client identified for gifted or advanced classes in past or present?** with Yes and No radio buttons
- **Removed** the following fields from the screen:
  - **Functioning Grade Level** with picklist values
  - **School Performance** with picklist values
- **Grade Last Completed** will now be mandatory to complete
- New logic was implemented: **Current Grade Level > or = to Grade Last Completed**, with the exception of some values such as 'Not in School, Other, etc.
- For **Grade Last Completed AND Current Grade Level** the following new values will show:
    - **Medically Excluded**
    - **Associate Degree**
    - **Bachelors Degree**
    - **Certification/License**
    - A new **'Other/Cert./Lic.'** field was added that will become mandatory when 'Certification/License' or '**Other'** is selected. This will allow the user to specify what Certification/License the Client received and to specify what Other means.

- **'Medically Excluded'** is a new value in the Education Status **picklist**
- If **'Medically Excluded'** is selected, then it will automatically show in the 3 fields-Current Grade Level, Grade Last Completed, and Education Status. If one is changed, the other two will be cleared out so new values can be selected
- **'GED Completed'** is a new value in the Education Status picklist
- If the new value **'GED Completed'** is selected, a new field, **'GED Completion Date**' will become mandatory
- A new field, **'Graduation Date'** was added. If **'Graduated'** is selected as the Education Status, then this new field will become mandatory.
- A New grouping titled '**Special Education Information'** with the following fields was added:
  - **'Client identified in need of Special Education?'** with Yes and No radio buttons
  - 'If Yes, **Date of Last IEP'** with Date field
  - 'If Yes, **Primary Special Education Disability Category'** field
- **'Education Placement'** was re-titled '**If Yes, Primary Special Education Disability Category'**
  - o **13 Categories** will be available for selection:
    1. **Autism**
    2. **Deaf and Blindness**
    3. **Hearing Impairment/Deafness**
    4. **Emotional Disturbance**
    5. **Mental Retardation**
    6. **Multiple Disabilities**
    7. **Non-Categorical/Early Childhood**
    8. **Orthopedic Impairment**
    9. **Other Health Impairment (i.e. ADD)**
    10. **Specific Learning Disability**
    11. **Speech or Language Impairment**
    12. **Traumatic Brain Injury**
    13. **Visual Impairment/Blindness**
- **'School District'** is a new field in the School Address grouping
  - The School District field will be filtered out by **County.** Only those school districts in the County selected will show for available selection.
  - If No County is selected, then ALL School Districts will show.
  - If a School District is selected before County, the correct County will pre populate.
- Record count was added to the bottom of the screen
- **Four useful links** were added and will appear under Some Useful Links… that will take the CHRIS user to Arkansas Education web sites with the list of Arkansas Schools with pertinent School information such as Address, Phone number, School District; School Liaison Names; and information about financial aid for college. The following links are available:
  - **K-12 Schools**

- **Colleges/Universities**
- **Foster Care Liaisons**
- **AR Financial Aid System**

**Client Employment Screen**
**Path: Workload/Case/Client/Gen. Info./Employment tab AND Workload/Referral-Investigation/Investigate/Client/Gen. Info./Education tab**
The following changes were made on the Client Employment screen:

- Record count was added to the bottom of the screen

**Foster Care Determination Screen**
**Path: Client/Finances/Eligibility:**

- **Pilot button**- A new pilot button has been temporarily added to the foster care determination screen to give the CHRIS User a preview of a proposed screen redesign. The proposed screen redesign was created to help address and resolve known 'display issues' on the screen as well as ensure all Non-Claimability Reasons show.

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## PROVIDER:

**Provider's General Information Screen**
**Path: Provider/Directory/General Info/Address/Telephone**

- **Zip Lookup** - A new button has been added next to the Zip code section of the Provider Address/Telephone information screen that opens Internet Explorer into the United States Postal Services web site. When the user enters a valid address, the correct zip code is displayed.

**Provider's Contact Screen**
**Path:Provider/Directory/Contacts**

- **Supervisor Reviewed Contact** checkbox – there are two new fields to capture who checked the checkbox and when:
    - **Supervisor Reviewed** – computer generated field
    - **Supervisor Reviewed Date** – computer generated field

**Provider Recommendation Screen**
**Path: Workload/Case/Placement/Place/Recommend**

- For children **4 and older**, once a new placement has been requested for approval, after the Living Arrangement Update response window and placement plan message, a new Client Education Detail Update screen will appear as a response window.
- The response window will show the latest Client Education entered on the Client Education screen based on the 'Date Last Updated' Date/last record entered.

- If there is a complete Education record (all mandatory fields completed) for the Client, the user will be forced to answer if it is the current education information.
  - If **No** is answered, then all mandatory fields in the response window must be completed. Once saved, then it will populate a new record on the Client's Education screen.
  - If **Yes** is answered, then once saved, the 'Last Updated Date' field will be updated with the Transaction Date on the Client's Education screen. The same Education information will show as it did.
- If there is no Education data OR all mandatory fields are not completed, then the user will be forced to enter the current education information for the client. Once saved, then it will populate a new record on the Client's Education screen.
- If the user **Cancels** off the Client Education Detail Update response window, then the request for the Placement on the Provider Recommendation will automatically be removed and will have to be re-requested.

**<u>Board Payment Cycle Information Screen</u>**
**<u>Path: Provider/Brd Cycle</u>**

- This new screen was added so CHRIS users can view Board Payment Cycle information.
- It provides useful information pertaining to the Board Cycle Schedule Dates.
- The screen lists the Preview, Review, Run/Finalize, and AASIS Process Dates of each monthly board cycle.
- The Field Staff should update the child's CHRIS placement information prior to the Run/Finalize Date of each cycle to ensure that Providers receive accurate and valid board payments.
- The Select Board Payment Cycle Year defaults to the current calendar year. The user can use the dropdown to select a previous calendar year.
- The keyboard combination keys (CTRL + B) will show the current Board Payment Cycle Year information on any CHRIS screen, as long as another response window is not on the screen

**<u>Payment History Screen</u>**
**<u>Path: Provider/Pay Hist/Voucher Payment History radio button</u>**

- Client SSN was added as an additional filter criteria on the Payment History Screen.
- The screen was redesigned-top section is in gray
- Now there are four filter criteria that can be used on the screen:
  - Provider ID
  - Paid Provider ID
  - Client ID
  - Client SSN

- Any combination of the four filter criteria fields can be used to perform the payment history search; including all four filter criteria at the same time. For example, a Client SSN and a Paid Provider ID can be entered and the search results will only show for the combination of Client SSN and Paid Provider ID. If an invalid ID or SSN is entered, then no Provider or Client Name will show.
- The main filter criteria can be filtered for a specific time period by entering a **Check Date From**: **Year** and **Month**, and a **Check Date To**: **Year** and **Month**.
- The following columns were added in the Payment History Results grouping:
  - **Run Date-**Date Run/Finalize was completed on the Unpaid Board Payment Vouchers screen
  - **AODN-**AASIS Original Document Number associated with Payment/Recovery
  - **Warrant No-**Warrant Number associated with Payment/Recovery
  - **Client SSN-** Displays the Client SSN at the time the payment was made; this column will not appear on the printed Payment History

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## STAFF ORGANIZATION:

**Find Staff Person Response Window**
**Path: Organization/Staff**

- **'Network ID'** – now appears in the Find Results when a Name is entered and the Find button is clicked.

**Unit/Group Screen**
**Path: Organization/Unit**

- The **length** of the inset grid appearing in the **Select/Unit Group** grouping was expanded to display more unit/groups without the need for scrolling. Previously only three (3) unit/groups were displayed in the inset grid. Now twelve (12) can be viewed without the need to scroll.
- The **width** of the **Type** column in the inset grid of the **Select/Unit Group** grouping was expanded to display the entire value. Previously the column displayed only a portion of long values selected from the Type picklist in the Unit Group grouping, also on the Unit / Group screen.
- A **Sort** button was added to the inset grid of the **Select/Unit Group** grouping. This allows the user to sort the data appearing in the inset grid by any of the same criteria appearing as columns in the inset grid. The results can be sorted in ascending or descending order.

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## Fixes in this CHRIS Release:

- Fix Select Case Contact screen when Filter Criteria has zero Results and Show is selected – we’ve removed Problem #1 Error;
- Providers with No SSN/TIN Report – rewrote this report to better capture the information;
- Block on End-Dating an Adoptive Home Service with Open Subsidy – fixed the logic;
- Corrected Screen Help Description on Client General Information Screen;
- Added Zoom Box Titles on Case Plan and ILP Screens;
- Allow Corrections to the Referral Narrative Screen in Zoom Box;
- Soundex Search to be automatically on for Central Registry Unit/Group;
- Point the CHRIS Application to the new Active Directory check web-service;
- Screen Redesigns on several CHRIS application screens to fit screen resolution;
- Fix the client Merge error because of Redetermination Changes;
- Fix the issue of incorrect Trust ID showing on the Trust Fund Report;
- Fixed Block when New and Renewal has different Foster Parents on Day Care Vouchers;
- Fixed error when Provider Member name disappears on the Response Window if Referral has more than one victim;
- Fixed Datawindow error message when selecting change on the Referral Client Relationship screen;

**Delayed** Until Next Week due to KidCare enhancement scheduled next week:

- Sending names and phone numbers of Staff who requests, recommends and approves KidCare vouchers.